



Estd. 2000

APPLICATION FOR REFUND OF ACADEMIC/BOOK BANK/HOSTEL SECURITY (APPLICABLE ONLY FOR PASSOUT STUDENTS)

Name: _____ Father's Name: _____

Admission No: _____ Enrolment No: _____ Roll No: _____

Course: _____ Branch: _____

Current Mailing Address _____

Email: _____ Phone No: _____ Mob. No: _____

I want to withdraw my security (Academic/Book Bank/Hostel) as I have completed my course successfully. I hereby authorized you to kindly deduct **Alumni Membership Fee of Rs. 500/- and Degree Certificate Fee (UPTU) of Rs. 500/-**. My Alumni Membership Form (S-52) is also enclosed herewith for needful action at your end. Below is my No Dues Certification.

S. No.	Department	Dues / No Dues	Name and Signature of Incharge with Date	Signature of HOD/Authorized Person
1	B.Tech. CSE <input type="checkbox"/> ECE <input type="checkbox"/> IT <input type="checkbox"/> ME <input type="checkbox"/> EEE <input type="checkbox"/> CE <input type="checkbox"/> MBA <input type="checkbox"/> MCA <input type="checkbox"/> M.Tech (EC/CS/ME) <input type="checkbox"/> (Tick which ever applicable)			
2.	Library			
3	Accounts			
4	Registrar office (for I – Card)			

In case of loss of I-Card:

I certify that my Identity card is lost. I will be responsible if the same is misused by anyone. I have lodged the complaint / not lodged the complaint for its loss with police. I hereby authorize to deduct Rs.100 from my security amount on account of lost of I – Card.

(Signature of student with date)

Hostler/Non Hostler (if yes please fill the details)			
Hostel Name		last occupied room No.	
Date of vacating the Room			

(For Hostel office use only)

Verified that Mr./Ms. _____ was residing in the hostel room no. _____ from _____ to _____. He/She has vacated the room on _____ and there are _____ hostel dues against him/her.

(Signature of Hostel Supervisor with date)

(Signature of Warden with date)

(For Registrar's Office Use Only)

Result Status: _____

Declared on: _____

(Signature of Office Staff with date)

(Signature of Registrar with date)